

DDA 76-2230

3 May 1976

MEMORANDUM FOR: Director of Training

FROM : [REDACTED] Executive Officer,
Deputy Director for Administration

SUBJECT : DCI Memo to the Management Advisory Group

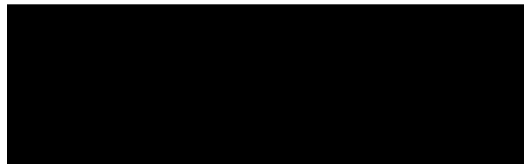
1. Attached is a copy of a 28 April 1976 memorandum from the Director to the Management Advisory Group. He addresses two items relating to the Office of Training:

a. Fitness Report Evaluations: He asks that action be taken toward including guidance for the preparation of fitness reports in each management course given by OTR.

b. Relations With U. S. Media: The Management Committee is asked to develop fresh guidelines for review.

2. Would you please take appropriate action to include a segment of each management course on the preparation of fitness reports.

Attachment



STATINTL

Administrative - Internal Use Only

Approved For Release 2002/01/08 : CIA-RDP80-00473A000300060027-8

DDA 962146

28 April 1976

MEMORANDUM FOR: Management Advisory Group

FROM : George Bush
Director

1. First, let me thank you for the tremendous amount of thoughtful work that went into the preparation of your 29 March memo to me. I have shared the substance of it with appropriate officers and now have their views, which I would like to convey to you along with my own thoughts on a few topics.

a. Morale. I asked the Director of Personnel to comment on the various MAG essays concerning the state of morale. His comments will be forwarded to you separately. I share Fred Janney's thought that it would be useful to develop a survey directed at our mid-level Agency supervisors who are very close to the employee work situation. I have asked that this survey be undertaken. In addition, the Management Committee will review once again the wisdom of undertaking a more extensive attitudinal survey. I am pleased that however hectic life becomes, the mainstream of the hard corps of intelligence work continues, and we do seem able to hang in there. ✓

b. Fitness Report Evaluations. Accomplishing personnel evaluations in a consistent and objective way troubles a great many of us. I am, however, somewhat disinclined to establish a task force to study the matter. I have asked the DDA to prepare an Agency-wide notice on the philosophy of Fitness Reports, as well as the necessity for strict adherence to definitions provided on the report form and for objective narrative. I have also asked that a specific segment of each management course be devoted to guidance for the preparation of Fitness Reports. ✓

c. CIARDS. Your work in this regard was particularly detailed, and the DDA has asked that I convey his commendation to you for the obvious interest in

Approved For Release 2002/01/08 : CIA-RDP80-00473A000300060027-8

Administrative - Internal Use Only

Approved For Release 2002/01/08 : CIA-RDP80-00473A000300060027-8

improving CIARDS. We will need a bit more time to provide a definitive reaction to your paper, but I am assured that this will be forthcoming in the not-too-distant future.

d. Relations with U.S. Media. I find the concept of a Community spokesman or focal point somewhat attractive. I am uncomfortable with the absence of some clear understanding of our responsibilities to the press. It is a dilemma that may be organic to my position. I have tasked the Management Committee to develop some fresh guidelines for my review, and your ideas will be folded into their deliberations.

e. Miscellaneous. I understand that you are wired into Omega Ware (D/EEO), and I know that he can count on your support. Also, the DDA has conveyed our thanks to the authors of Employee Bulletin No. [REDACTED] on changes in the UBLIC Insurance Plan. I encourage MAG to do more of this positive identification. STATINTL

2. I understand that you will be meeting with the DDCI designee, Mr. E. H. Knoche, later this week. I know you will give him as fine a briefing as you gave me. It is my hope that your good work will come under his general husbandry, and I want you to know that I am available to meet with MAG in the months ahead.

STATINTL

[REDACTED]
George Bush

*I thank you for some very
thoughtful work!*

STATINTL

92 APR 11 07 44

Administrative - Internal Use Only
Approved For Release 2002/01/08 : CIA-RDP80-00473A000300060027-8